

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.
 Region/Locality: Southeast Region
 Period: 3 March - 28 March 2003

Activity Report		
Task	Hours This Period	Comments
Phase I Active Tasks		
Project Reporting / Status Review	18.00	
1. WSB monthly report.	9.00	
2. Database update.	2.25	
3. Contacted Verizon LEC project manager for region projects update. Contacted PSAPs with updated information, confirmed status.	6.75	See notes in Issues of Importance / Accomplishments below.
LEC / WSP Contact & Coordination	11.75	
1. Coordinated Phase I deployment by Triton in Southampton.	2.75	
2. Coordinated T-Mobile activity in City of Franklin and City of Emporia. Drafted "All Trunk Busy" letter and assisted with call routing sheet.	3.25	
3. Contacted Verizon LEC sales and project management for Sussex County and Surry County regarding CPE orders.	3.25	
4. Followed up with Verizon Wireless on tower addressing and sector information for Southampton County.	1.25	
5. Drafted Phase I letter of request for service from Greenville County to Verizon Wireless.	1.25	
CPE Assessment & Assistance	4.00	
1. Identified rebid issue with CPE integrated with CAD.	1.75	In preparation of some PSAPs for Phase II, it was questioned as to the effect of CPE rebid / retransmit on CAD. Would a new incident be generated or not?
2. Worked with Surry County to assess need for, and cost of, UPS for CPE.	2.25	
PSAP Strategic Planning	4.00	
1. Planning meeting with LRK staff.	4.00	
Map / CAD Assessment	8.75	
1. Coordinated mapping needs assessment with Greenville County and USS.	1.00	
2. Coordinated mapping solution assessment for Southampton County and MSAG.	2.75	
3. Addressed City of Emporia need to configure VGIN ortho data from state plane to lat/lon.	5.00	Referred to WSB.
Acceptance Testing	2.00	
1. Assisted Southampton County with various carrier requests.	2.00	

Cost Recovery / True-up				3.50	
1. Requested by PSAPs to address funding needs and amend 2004 requests. Sussex County is purchasing a mapping solution, City of Emporia has been back-billed for trunk service, and Southampton County has had an increase in the cost of their mapping equipment purchase.				3.50	Amended 2004 requests will be submitted after PSAPs provide invoices / documents.
TOTAL HOURS				52.00	
Phase II Active Tasks					
LEC / WSP Contact & Coordination				1.50	
1. Developing Phase II test plans.				1.50	
Map / CAD Assessment				2.00	
1. Assisting City of Emporia in determining how to convert VGIN ortho data to lat/lon.				2.00	Referred to WSB.
TOTAL HOURS				3.50	
GRAND TOTAL				55.50	
Completed Tasks					
PSAP Assessments	Region				
Issues of Importance / Accomplishments					
Project Reporting / Status Review					
1. Greenville County: LEC is waiting for County to finish equipment room in new dispatch center, CPE is in LEC warehouse, can get installation done within 60 days (from 03/24/03).					
2. Surry County: County must order UPS and have it installed before CPE can be installed. Delay in implementation.					
3. Sussex County: There is a re-pricing issue that is in the hands of the County. Should be a short delay only.					
4. Isle of Wight County: Temporary positions will be set up in room adjoining dispatch on 04/08/03, existing positions will be removed 04/08-09/03. County must install new furniture before LEC can install CPE.					
5. Emporia Rockwell switch, rehomeing: Greenville County done, just needs to be connected when new CPE installed; Isle of Wight County, Surry County, and Sussex County will be rehomed to new tandems on 04/01/03.					